



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

AGM

Saturday 18th January, 2014

2:00pm

Cherry Shed, Gilbert St., Latrobe

Present: Alf Barnes, Pat L, Trent Huxtable, Pat H, Kaye Mitchell, Tania Jago, Tony Purton, Denis Foley Jnr., Sonia Hodgetts, Trish Smith, Jodi Smith, Denise Williams (left 4:40), Nicole Ford, Robyn Nibbs, Pam Shadbolt

Apologies: Penny Barnes, Tracey Nutting, Ruth Butler, Helen Bowkett

Minutes of 2013 AGM:

Motion: *Minutes of the previous meeting are a true and correct record.* Moved Trish, Sec Pat L. Carried

Matters arising from the minutes: TEERA van has been sold for \$16000 and money into general account then term deposit. All matters in 2013 AGM addressed in SMC meetings throughout 2013 and documented in SMC minutes.

President's Report: Tabled and read by Trent.

Treasurer's Report: Treasurer's Report Tabled and Auditor's report tabled.

Trent explained: Money previously held in various account by various groups, for example the Quilty fund, has now been consolidated into one bank account. Up until now the money belonged to other groups. A big thank you to all previous committees who have supplied this money. These groups were consulted and their ideas about how it should be used gathered. The money in this account is not money that TEERA makes every year from members. It allows TEERA to maintain a healthy bank balance in case of a "rainy day".

Tony asked what a "rainy day" might be. This was discussed. Examples included donation to a Tas. Quilty committee with TEERA a major sponsor. This would provide funds for the committee to access up front to kick start the process.

Motion: *Treasurers report be accepted* Moved Nicole, Sec Denise

Motion: *Audit report be accepted* Moved Nicole, Sec Pat L.

Appointment of auditor: Paragon bds

Election of Office Bearers: Nominations for SMC: Denis Foley, Kaye Mitchell, Denise Williams, Trent Huxtable, Nicole Ford. Five positions vacant so no election required.

Resignation of Tracy Wyllie.

Pat L, Pat H, Alf and Robyn have a year to go.

Notice of Motions:

Motion: *TEERA pay a state database registrar to enter and update membership, logbook and horse registrations and ride results on a contractual basis or with an honorarium.* Moved Trish, Sec Denise

The motion was discussed. Pat H confirmed that this was acceptable under the constitution.

Tony asked: "What sort of money? What do other states do." Q'land registrar works approx. 30 hours/week. Trent suggested about 6 hours/week for TEERA registrar. Carried unanimously.

Appointment of database registrar: Deferred to SMC meeting, general business.

General Business

Discussion of the inclusion of points obtained from the Tom Quilty in Tasmanian points tally: Tony argued that counting points from interstate rides would allow those who could afford it to travel to mainland rides other than the Quilty and disadvantage other members. Trish questioned whether distances from mainland rides would be included.

General consensus that Points and distance from Tasmanian rides will be the only ones that go towards that Tasmanian totals. Aeraspace will give totals that include interstate rides. i.e. Aeraspace gives a national points and distance tally. Teera will recognise points and distances accrued by members doing Tasmanian rides.

Jodi Smith brought up putting newsletter and minutes on website. Kaye has asked Kevin about this and he could set it up with a passcode so that minutes were only accessible to members. Denise noted that many members prefer to have a printed copy of the newsletter. There is now a box to tick if members want newsletter electronically. Jodi will send email the newsletter to those that elect to have it sent this way.

Discussion about Kevin's workload: Kaye attempted to explain that at present the way the website operates means that it can only be done from Kevin's computer. Kevin intends to set it up differently at some stage but over the course of last year he did not have time. Kaye to ask Kevin to get a quote for doing this so other people could have authority to put material on and hence spread the work load.

Tony asked. "On financial statement, what is the swabbing and capping fee?" Capping fee: AERA gets \$8 in for each rider and \$2 is the swab fee. Swabbing funds are now in general revenue. 10 to 12 swabs per year could be paid for by the swabbing fees collected.

At beginning of year Pat puts the rides and the combinations in a hat and draws out envelopes. Kaye asked if this included "vet outs" and novice horses. Pat confirmed it does. A horse can be swabbed anytime if there is suspicion that this should be done. Medication control officers in Tas. include Laurie Smith, an eventing person. Usually someone who lives in Tas doesn't charge travelling.

Denis: Hussain offered to buy helmet cameras to assist us to advertise Tasmanian riding around the world. Use them to get footage on track. Cameras could be swapped from leg to leg. Trish: Has he thought past the camera to creating video clips? Trent: 'opportunity to promote the sport'. Up to individual ride committees to use them. TEERA supports their use in principal.

Pat H: Tas Rules. SMC Intended to put a motion to abolish last 5 rules on the agenda. Pony club riders are covered if we site their membership card. General agreement that Tassie rules be eliminated as they are now covered by AERA rules.

Beer suggestions (Sonia H)

1. Burnie Equine Endurance Riders would like to put forward a Motion that TEERA provide a financial subsidy to each calendar ride date to help clubs fund their rides. The rationale behind this is to help clubs keep their entry fees down and lessen the financial burden on members.
2. In accordance with the Equestrian Australia and AERA agreement signed this year, Australia is to hold at least seven FEI events. BEER believes that one of these rides should definitely be held in Tasmania. Burnie Equine Endurance Riders would like to put forward a motion that TEERA apply to AERA for funding in order to hold one FEI ride in Tasmania.
3. BEER would like to put forward a motion that TEERA provide a 5 year strategic plan for the management of funds which members pay TEERA each year.

These were too late to be included under “Notice of Motions” but were tabled and discussed.

- Trent said if we give to all clubs it is not sustainable. Tony asked what sort of figure are we talking about? Sonia, not saying large sum but something to help them. Trish commented that the Fonhill ride ran at a loss if the raffle had not been included. Denise expressed the view that if the rides weren't financially viable then they should not run. Denis drew a comparison with his Polocrosse experience where prices went up making them similar to the mainland. The result has been an increased bank balance but participation has dramatically dropped. Kaye noted that rides at a greater distance from the north west and considered to be more challenging struggled to get rider numbers but were worth supporting because they provided variety and challenge for members. While it is difficult to discriminate between different clubs, perhaps TEERA should develop some criteria which would allow some clubs to receive financial support for some rides. Alternatively, clubs could put in a submission to justify their requests for support.
- With regard to TEERA applying to AERA for funding to hold an FEI ride, it was noted that AERA doesn't actually have funds. It was asked that “ if AERA has no money how will they meet their contract with EA to hold seven FEI per year.” Trent replied that if they don't do seven rides they are in breach of contract. However if a club holds a 1star and 2 star that counts as two rides. Up to clubs to hold these rides.
- Jodi: asked about 5 member committee. This group constitute the “endurance council’ on EA. AERA are now the only body that can run FEI rides in Australia.
- 5 year strategic plan. Sonia to pursue this.

Jodi: Expressed concern over recent runouts where horses were wacked with the rope as they turn around to run back. Trent: Under AERA rules a horse can be encouraged at the start of the run. Reminder to go in the newsletter. Robyn suggested a whiteboard with reminders about run outs to be put at the vet ring.

Pat L. New riders need a rule book. Available on website. Print copy done in March. Tom MacCormack will put rules in a more user friendly way.

Meeting Closed 4:57pm



STATE MANAGEMENT COMMITTEE

Shearwater
Roberts Shearwater 2 Quinlan Cres
Shearwater, TAS 7307
Ph 6428 6700
Fax 6428 6508
shearwater@robertsre.com.au
www.robertsre.com.au

Agenda

GENERAL MEETING
Saturday 18thth January 2014
pm

Roberts Shearwater Pty Ltd
ABN 49 130 293 766

- 1 **Present:**
- 2 **Apologies:**
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved, Sec
- 4 **Business arising from minutes**
 - a) Form for recording and invoicing for fluid treatment: (Pat H)
 - b) Review of Life Membership criteria:
 - c) Cost of purchasing stickers vehicles and floats. (Nicole)
 - d) Update and copying of current TEERA constitution.
 - e) Purchase of two additional computers. (Trent)
 - f) Section on website to put minutes, etc. (Kaye)
 - g) Volunteer agreement form update to include DOB and membership number (Kaye)
 - h) AERA meeting in March and nomination of reps
- 5 **Treasurer's Report:**
Motion: *Treasurer's report be accepted and accounts paid.* Moved, Sec
- 6 **Correspondence In/Out**

IN	
10/12	Tracey Wyllie(email of resignation from SMC)
10/12	Sherry Fenton, President of Tas Arab's inc. (email request for copy of the 2014 calendar)
11/12	Sherry Fenton (email noting clash of the 40 th Anniversary show and the TEERA AGM and dinner)
13/12	Sonia Hodgetts(email querying when Notice of Motions forms for AGM were sent out)
13/12	Debra Grull(email proposal to sponsor "True Blue" awards
14/12	Jane Randy, WA TQ14 Secretary(email brochure for TQ14 Quilty to distribute) Forwarded to Jody for inclusion in Dec Newsletter.
16/12	Sonia Hodgetts (email re Notices of Motions for the AGM)
18/12	Tom McCormack (email to inform that Adult PA insurance is \$55 and other amounts remain the same as emailed on 25/11)
18/12	Ieva Peters (email re AERA funding for National Ride Standard) Forwarded to SMC members
21/12	Helen Bowkett (email re outcomes from Pyengana CS report)

19/12	Kevin Brewster (email; can do a password protected Minutes and Newsletter section on website)	
19/12	Debbie Grull (email: copy of article re course marking and arrows)	Shearwater
29/12	Deb Watson, forwarded by pat Hodgetts (email re June-Sept quarterly figures)	Roberts Shearwater 2 Quinlan Cres Shearwater, TAS 7307 Ph 6428 6700
25/11	Ieva Peters (email notice of AGM and Nomination forms for 2014)	Fax 6428 6508 shearwater@robertsre.com.au
30/12	Pam Shadbolt (email EOI for position of database registrar)	www.robertsre.com.au
3/1/14	Debbie Grull(email noting discrepancies between membership form and website forms, rationale for horse registration increases and extensive list of items to be raised at the AGM)	Roberts Shearwater Pty Ltd ABN 49 130 293 766
2/1	Kelli Parker (email requesting LONO)	
3/1	Pat Hodgetts (forwarded post from Tom McCormack on Aussie Endurance re rationale for horse registration increases)	
3/1	Member (EOI for database registrar position)	
4/1	Emma Holland (email requesting support for running of the "Harden Up FEI/AERA ride" in Canberra, March 14-16) Forwarded to SMC members	
OUT		
8/12	Tracey Wyllie (LONO)	
11/12	Rider (acknowledgement of letter of complaint)	
11/12	Rider (Letter re conduct at Gordan Williams ride)	
11/12	CS(Letter re complaint received by rider at Gordan Williams ride)	
11/12	Sherry Fenton (email of 2014 ride calendar)	
11/12	Jodi Smith(Agenda for TEERA AGM and cover letter to be mailed to all members separately from the newsletter)	
13/12	Sonia Hodgetts (email confirming that Notice of Motions went out with previous Newsletter and were due in on or before Dec 2 nd).	
13/12	Rider (letter to inform of suspension of membership)	
17/12	Jodi Smith (email Draft ride calendar and SMC information for inclusion in Dec Newsletter)	
19/12	Jodi Smith (email 2014 Membership form for inclusion in Dec Newsletter)	
20/12	Aon, Sonya Ruprecht, Elaine Williams(email of 2014 TEERA calendar and questions re affiliation form to send to clubs)	
23/12	Kevin Brewster (email: 2014 ride calendar, membership form, updates needed to Upgrade to Endurance Application form to reflect price changes. Query re member only section on website for minutes, newsletter))	
24/12	Kevin Brewster(email info on AGM, dinner, EOI for database registrar to go on website)	
24/12	Helen Bowkett(Email copy of letter responding to concerned raised in Pyengana CS report)	
5/1/14	Debbie Grull(email to inform of rationale for horse reg. available on Aussie Endurance and that fees on website will be updated as soon as Kevin can. Reminder that he is a volunteer.)	
5/1	Kevin Brewster (email re updates to horse reg prices on various forms and changes to volunteers agreement form)	
5/1	Aon, Sonya Ruprecht (email re affiliation forms to send to clubs)	
5 and 6/1	Kelli Parker (email and mail LONO for Kelli and Sarah)	
6/1	Aon(email of affiliation form to send to clubs)	
7/1	Kevin Brewster(email to confirm updates to "current prices", Endurance Horse Reg. form", Novice upgrade form. New "volunteer form" to be found in the "Ride Committee Forms". Link near membership form so the insurance policy summaries are accessible. Reimbursement for TEERA formsite subscription, forwarded to Nicole.	
13/1	Sharon Cox, Sonya Ruprecht, Elaine(email updating ride calendar)	

14/1	All club secretaries(letter and affiliation form to complete and send to Aon)
14/1	Portland Endurance Club (Letter re suggestion of "double points" ride)
14/1	Member (letter acknowledging receipt of EOI)

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7. Reports

- a) Membership:
- b) AERA report:
- c) Rule/items for newsletter: Rider Etiquette in vet ring M1(Kaye)

Roberts Shearwater Pty Ltd
 ABN 49 130 293 766

8. General Business

a)

9. Date of next meeting:

10. Meeting closure:



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 3rd Feb 2014
6:30pm

- 1 **Present:** Trent Huxtable, Pat Lamprey, Robyn Nibbs, Denis Foley Jr, Kaye Mitchell, Sonia Hodgetts, Jocelyn F, Pat Hodgetts
2. **Apologies:** Denise Williams, Nicole Ford
3. **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Robyn, Sec Pat L
4. **Business arising from minutes of AGM:**
 - a) Motion: *Kevin to be given \$500 as honorarium for his work throughout 2013.* Moved Pat, Sec Robyn Carried. Kaye to write a letter thanking Kevin and include cheque.
 - b) Assisting clubs financially. SMC invite to all clubs who wish to be considered any form of financial support from TEERA to submit a request in writing outlining the reasons for seeking assistance. (Kaye)

Business arising from minutes 9th December

- a) Form for recording and invoicing for fluid treatment: Ongoing(Pat H)
- b) Review of Life Membership criteria: Robyn to look at criteria for life membership in other clubs. Eg RSL, sporting clubs, Laurie Nicolle
- c) Cost of purchasing stickers vehicles and floats. Ongoing (Nicole)
- d) Update and copying of current TEERA constitution. Ongoing (Pat H)
- e) Purchase of two additional computers. (Trent)

Discussion around the fact that the computer Penny had is now more centrally located and therefore perhaps not the need for two.

Motion: *TEERA will purchase one additional computer, rather than two.* Moved Kaye, Sec Trent

- f) Section on website to put minutes, etc. Ask Kevin if we can use our own membership number.(Kaye)
- g) Volunteer agreement form has been updated to include DOB and membership number.
- h) AERA meeting in March and nomination of reps. Pat and Trent

5. Treasurer's Report:

Motion: *Treasurer's report be accepted and accounts paid.* Moved Pat L, Sec Pat H

6. Correspondence In/Out

IN	
10/12	Tracey Wyllie(email of resignation from SMC) Kaye to send letter and thankyou card.
10/12	Sherry Fenton, President of Tas Arab's inc. (email request for copy of the 2014 calendar)
11/12	Sherry Fenton (email noting clash of the 40 th Anniversary show and the TEERA AGM and dinner)
13/12	Sonia Hodgetts(email querying when Notice of Motions forms for AGM were sent out)
13/12	Debra Grull(email proposal to sponsor "True Blue" awards)
14/12	Jane Radny, WA TQ14 Secretary (email brochure for TQ14 Quilty to distribute) Forwarded to Jody for inclusion in Dec Newsletter.
16/12	Sonia Hodgetts (email re Notices of Motions for the AGM)
18/12	Tom McCormack (email to inform that Adult PA insurance is \$55 and other amounts remain the same as emailed on 25/11)
18/12	Ieva Peters (email re AERA funding for National Ride Standard) Forwarded to SMC members
21/12	Helen Bowkett (email re outcomes from Pyengana CS report)
19/12	Kevin Brewster (email; can do a password protected Minutes and Newsletter section on website.)
19/12	Debbie Grull (email: copy of article re course marking and arrows)
29/12	Deb Watson, forwarded by Pat Hodgetts (email re June-Sept quarterly figures) sorted.
25/11	Ieva Peters (email notice of AGM and Nomination forms for 2014)
30/12	Pam (email EOI for position of database registrar)
3/1/14	Debbie Grull(email noting discrepancies between membership form and website forms, rationale for horse registration increases and extensive list of items to be raised at the AGM) responded
2/1	Kelli Parker (email requesting LONO) sent
3/1	Pat Hodgetts (forwarded post from Tom McCormack on Aussie Endurance re rationale for horse registration increases)
3/1	Tracy Nutting (EOI for database registrar position)
4/1	Emma Holland (email requesting support for running of the "Harden Up FEI/AERA ride" in Canberra, March 14-16) Forwarded to SMC members
	AERA(email forwarded via Pat H, Social Media Policy) Forwarded to Kevin for inclusion on website
OUT	
8/12	Tracey Wyllie (LONO)
11/12	Dale Press (acknowledgement of letter of complaint)
11/12	Craig Wall (Letter re conduct at Gordan Williams ride)
11/12	Greg Johnson (Letter re complaint received by rider at Gordan Williams ride)
11/12	Sherry Fenton (email of 2014 ride calendar)
11/12	Jodi Smith(Agenda for TEERA AGM and cover letter to be mailed to all members separately from the newsletter)
13/12	Sonia Hodgetts (email confirming that Notice of Motions went out with previous Newsletter and were due in on or before Dec 2 nd).
13/12	Debbie Grull (letter to inform of suspension of membership)
17/12	Jodi Smith (email Draft ride calendar and SMC information for inclusion in Dec Newsletter)
19/12	Jodi Smith (email 2014 Membership form for inclusion in Dec Newsletter)
20/12	Aon, Sonya Ruprecht, Elaine Williams(email of 2014 TEERA calendar and questions re affiliation form to send to clubs)
23/12	Kevin Brewster (email: 2014 ride calendar, membership form, updates needed to Upgrade to Endurance Application form to reflect price changes. Query re member only section on website for

	minutes, newsletter)
24/12	Kevin Brewster(email info on AGM, dinner, EOI for database registrar to go on website)
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5/1/14	Debbie Grull(email to inform of rationale for horse reg. available on Aussie Endurance and that fees on website will be updated as soon as Kevin can. Reminder that he is a volunteer.)
5/1	Kevin Brewster (email re updates to horse reg prices on various forms and changes to volunteers agreement form)
5/1	Aon, Sonya Ruprecht (email re affiliation forms to send to clubs)
5 and 6/1	Kelli Parker (email and mail LONO for Kelli and Sarah)
6/1	Aon(email of affiliation form to send to clubs)
7/1	Kevin Brewster (email to confirm updates to "current prices", Endurance Horse Reg. form", Novice upgrade form. New "volunteer form" to be found in the "Ride Committee Forms". Link near membership form so the insurance policy summaries are accessible. Reimbursement for TEERA form site subscription, forwarded to Nicole.
13/1	Sharon Cox, Sonya Ruprecht, Elaine(email updating ride calendar)
14/1	All club secretaries(letter and affiliation form to complete and send to Aon)
17/1	Portland Endurance Club (Letter re suggestion of "double points" ride)
14/1	Tracy Nutting (letter acknowledging receipt of EOI)
19/1	Sandy Little(email requesting CS report from State Champs)
	Tracy Nutting(letter as email attachment responding to EIO in Database registrar position)
	Kevin (emails; contact details for Pam Shadbolt as Database Registrar, notification of casual vacancy on SMC, AERA social media policy, Pyengana missed off the website calendar, New IV treatment form for the vet to be put in the ride committee forms)

7. Reports

- a) Membership: 93, 4 non-riding, voting members, 1 non rider, non-voting, 1 life member
- b) AERA report:
- c) Rule/items for newsletter: Rider etiquette in vet ring M1(Kaye)

8. General Business

- a) Denis has one helmet camera from Hussain to trial. Gro Pro camera. Hussain will do editing and publish it.
- b) True Blue awards were discussed and it was considered that there were enough awards. Kaye to write to Debbie.
- c) Sonia appointed to fill casual vacancy.
- d) Pat H will photocopy a copy of constitution for members of SMC. Pat H will try to get amendments written into the constitution and see if a lodged copy can be found.
- e) Robyn raised the matter of youth development. Tracey Wyllie might want to be involved in some way. Suggested organising a sub-committee. Sonia suggested waiting until work is done on the strategic plan. Robyn to work on developing clinics in the next school holidays. Sonia to seek input from members on aspects of equitation and horsemanship that they would be interested in learning more about. As part of our strategic plan we are looking at organising activities to help improve equitation and horsemanship. Sonia and Robyn to work on a plan.

Jocelyn suggested that we consider Junior points winner receive travel voucher that could be used anytime during the following year to get to a horse related event.

f) Debbie is willing to represent TEERA on Biosecurity sub-committee on AERA.

9. **Date of next meeting:** Monday 3rd March

10. **Meeting closure:** 9:15 pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 3rd Mar 2014
6:30pm

- 1 **Present:** Kaye Mitchell, Trent Huxtable, Pat H, Pat L, Nicole Ford, Sonia Hodgetts
2. **Apologies:** Denise Williams, Robyn Nibbs, Alf Barnes
3. **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat L, Sec Sonia Carried
4. **Business arising from minutes 9th December**
 - a) Form for recording and invoicing for fluid treatment: Ongoing(Pat H)
 - b) Review of Life Membership criteria: Robyn to look at criteria for life membership in other clubs. Eg RSL, sporting clubs, Laurie Nicolle: Ongoing
 - c) Cost of purchasing stickers vehicles and floats. (Nicole) Ongoing
 - d) Update and copying of current TEERA constitution. 2009 updates were included. Pat provided copies to each of SMC members. Kaye to email pdf copy to Kevin to put on website. Pat will get another 20 copies done with cover page that includes our logo and printed on green. These will go to the next ride for those who want them. (Pat H)
 - e) Nicole will look at purchase of one additional computer plus a new printer.
 - f) Use of membership number to access minutes on TEERA website. (Kaye) Ongoing
 - g) Youth development/strategic plan (Robyn and Sonia): Survey has gone out on facebook re July clinic. Large arena on banks of the Tamar. Sonia will look into this. Also look at Violet Banks near Westbury. Trent to check with Barry Lamprey.
5. **Treasurer's Report:**

Motion: *Treasurer's report be accepted and accounts paid.* Moved Trent, Sec. Pat L Carried
\$3414.95 back from AERA National Ride Standards money. \$798 left.
6. **Correspondence In/Out**

IN	
3/2	Debbie Gull (email re "Healthy Horse Expo" to email to membership-already on face book)
10/2	Debbie Gull (email invoice for microchips supplied to Pam Shadbolt)
16/2	Darren Dillon, Consumer affairs and Fair Trading (Email indicating they have record of 2002, 2009 and 2012 resolutions)
17/2	Debbie Gull (email questioning the interpretation of rule V3.4) Responded to by Denise.
19/2	Debbie Gull(email with Mathew Krahnen's interpretation of rule V3.4)
19/2	Debra Gull(email offering to present a talk on <u>Everyday biosecurity for horse owners</u> to TEERA members)
19/2	Darren Duniam (email: unhappy about SMC stopping the 80km Sunday ride at Weetah, 2014 committee should be on website, Where and when are SMC meetings?)
19/2	Linda Tanian (email re static display at 50 th TQ, Request for contact details for 4-5 people interested in helping with this)
26/2	Active Activities Australia(email indicating that they have added TEERA to their website, address and phone number is Pat L and email is teerasecretary)
OUT	
7/2	Kevin Brewster, (email calendar changes)
9/2	Jodi Smith (email minutes of Dec and December general meetings and AGM)
24/2	Jodi Smith (resent minutes of previous meetings, plus information on vet ring conduct, including Rule V3.4, and abbreviated article on laminitis)
24/2	Kevin Brewster, Jodi Smith(email: 2014 SMC positions and updated contact details from clubs)
26/2	Tracey Wyllie (Letter of thanks and card)
26/2	Kevin Brewster (Letter of thanks, cheque and request for quote for development of web based content management system)
3/3	Debbie Gull (Letter responding to "True Blue" award proposal)
3/3	All club secretaries (Letter re financial assistance for clubs)

Reports

a) Membership: 93, 4 non-riding, voting members, 1 non rider, non-voting, 1 life member

b) AERA report: AERA meeting in March. Pat has written TEERA report to go to AERA. (See attached)
Discussion of Hendra Vaccine-QERA letter. Concerns about difficulties selling horses overseas if they have been vaccinated. Also concern that horses attending WA Quilty need to be vaccinated. This might be reviewed and instead they might be blood tested on arrival and not allowed to leave grounds for 3 days until blood test is clear.

c) Rule/items for newsletter: Rider etiquette in vet ring M1(Kaye)

8. General Business

a) Pat L. Suggested that TEERA purchase WiFi stick for Pam Shadbolt. Approved. Pam is keeping a record of time spent working on database.

b) Pat H. Noticed that KEI Salisman, Matthew's horse, was ridden in first ride by Laura Bennett. Adam Richardson is recorded as the rider in the database. Database needs correcting.

d) CS report from State Champs still outstanding.

e) Newsletter. Few articles. Suggestion that Dennis Jnr. is responsible for submitting at least two articles, with photos, of general interest to each addition of the newsletter.

9. **Date of next meeting:** Monday 7th April

10. **Meeting closure:** 9:55 pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes

GENERAL MEETING
Monday 7th April 2014
6:30pm

- 1 **Present:** Dennis Foley, Pat L, Robyn Nibbs, Pat H, Denise Williams, Sonia Hodgetts, Nicole Ford, Alf Barnes, Trent Huxtable
2. **Apologies:** Nil
3. **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat L, Sec Nicole. Carried
4. **Business arising**
 - a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
 - b) Review of Life Membership criteria: Robyn to look at criteria for life membership in other clubs. Eg RSL, sporting clubs, Laurie Nicolle: Robyn has spoken to someone from Ulverstone basketball. Ongoing.
 - c) Cost of purchasing stickers for vehicles and floats. Nicole provided samples, reflective and non-reflective, and quotes from 4 different suppliers. Discussion of how many and which to buy. Should they be available for members to purchase? 200 @\$18 or 300 @18 and sell for \$20? Nicole to email out final prices on preferred stickers and quantities to SMC tomorrow.
 - d) Update and copying of current TEERA constitution. 2009 updates were included. Pat provided copies to each of SMC members. Kaye has emailed pdf copy to Kevin to put on website. Pam will print a rheem worth of copies done with cover page that includes our logo and printed on green. These will go to the next ride for those who want them.
 - e) Nicole will look at purchase of one additional computer plus a new printer. No sales on at the moment but one coming up so Nicole will continue to look on weekend.
 - f) Use of membership number to access minutes on TEERA website. (Kaye) Ongoing
 - g) Youth development/strategic plan (Robyn and Sonia):
Strategic plan is underway. Some goals and targets in draft form. Contacting Mark Grogan at Qeera. Hope to get a draft copy out by next meeting.
Survey responses for July clinic indicate an interest in hydration and other vetting parameters. Also, sports psychology. Venue near Deviot \$275/day. Has stables. \$30 for stable. Day yards outside. Pat L asked about camping overnight. Sonia will put together a draft outline for the weekend. Looking at July school holidays 5th and 6th or 12th and 13th. Aim for 12th and 13th.
 - h) Pat H. KEI Salisman, Matthew's horse, was ridden in first ride by Laura Bennett. Adam Richardson is recorded as the rider in the database. Database needs correcting. Kaye forwarded this info to Pam 6/4. Corrected.
 - i) CS report from State Champs still outstanding. Trent will phone Sandy.
 - j) Newsletter. Few articles. Suggestion that Dennis Jnr. is responsible for submitting at least two articles, with photos, of general interest to each edition of the newsletter. Article going in Tas Country will be sent to Newsletter.

5. Treasurer's Report:

Motion: *Treasurer's report be accepted and accounts paid.* Moved Nicole Sec Pat L. Carried
 Need an invoice from the supplier of the microchips purchased for TEERA by Debbie. Nicole will contact Debbie
 \$3414.95 back from AERA National Ride Standards money. \$798 left.

6. Correspondence In/Out

IN	
3/3	Megan a'Campo for NEEEC (email re Easter rides to go on website). Also sent to Kevin Brewster 4/4.
5/3	Ieva Peters (email agenda for AERA AGM). Forwarded to SMC members.
7/3	Debbie Gull (Email re Re AERA motion to change rule H3.3 "A horse must be six years of age before it can start in a 160km AERA endurance event" to "A horse must be seven years of age" Changes should go to the membership). AERA need more info. and will leave on the table and represent in July meeting. Make TEERA June meeting and October are special general Notification of these days in upcoming newsletter. Agenda for these meetings will come out 21 days prior as a separate mail out.
13/3	Ieva Peters (email agenda for March AERA meeting) Forwarded to Trent and Pat H.
13/3	Jodi Smith(email to remind TEERA to include her on list of qualified TPRs)
12/3	Jake Tammens (Phone conversation: running low on vet cards) Kaye contacted Pat L. AERA printing more.
14/3	Debbie Gull (email: TPR and Chief Steward list on website is not up to date. Request that SMC please forward up dated list to Kevin) Trent to check if TPRs have to be members in other states.
19/3	Ieva Peters (email Notice of meeting for July)
26/3	Jen Clingly for secretary of TMSR (Pink ride not able to run May 17 th . Make date available to other clubs) Pink ride is now back on. Use the Jill Sheehan number. Ride secretary is Sonia. TEERA will donate affiliation fee @\$10/head to breast cancer research
27/3	Kristy Rae, Sponsorship officer for WA Quilty (Invitation for TEERA to sponsor a rug.) Forwarded to SMC members and, after approval, to Nicole to send cheque. Done
26/3	Megan a'Campo, secretary NEEEC (Name change for Easter marathon to reflect major sponsor) Forwarded to Kevin Brewster.
31/3	Debbie Gull (email: request for reimbursement for provision of microchips). Forwarded to Nicole. See Treasurer's report.
31/3	Debbie Gull (email: Reminder that TPR list has not been updated, despite all information having been sent in, how busy she is, and an indication of willingness to hold another TPR course at Easter.)
1/4	Pat Hodgetts, forwarded from Debbie Gull (Email: current list of endurance vets to be sent to webmaster) Kaye to email Debbie's list to Robyn to make a vet list for website as well as updating TPR list.
3/4	Debbie Gull (email: Thank you letter for the 2013 Light weight points/distance award received)
4/4	Ieva Peters (email: AERA AGM minutes)
4/4	STER (Ride nomination for Easter Marathon 2015)
OUT	
4/4	Kevin Brewster (email copy of constitution to put on website)
10/4	All clubs (email with letter attached, or letter, inviting submission for financial support from TEERA and indicating that ride secretaries all need to be using the database at rides)
10/4	Dorte Colja (email: re listing swabbing stewards in Tas as Chris Mahoney and Pat Hodgetts for database update)

27/3	Kevin Brewster (email to remove Pink Ride from calendar)
28/3	Sharon Cox,Aon (email: calendar changes for Easter Marathon and removal of Pink Ride)
29/3	Keryn Mahoney, Claude Filleul, Dennis Foley Snr., Laurie Nicolle and Don and Sue Fraser (Letter to invite participation in putting together a static display for TQ15, cc Linda Tanian)
6/4	Pam Shadbolt (email;re request correction in database, KEI Salisman, Matthew's horse, was ridden in first ride by Laura Bennett. Adam Richardson is recorded as the rider in the database.) Pam had already corrected this.

7. Reports

- a) Membership: 129
- b) AERA report: Melanie Scott is new President. Pat H and Marley Turnbull are vice-presidents, Ieva is secretary, and Steve Swan is treasurer.
Ordered 240 rule books.
Need articles for WA quilty booklet
WA would like at least one CS and one vet. Check with Helen to see if she wants to go. Pat H will go as a vet.
Jo McMahan coordinating input of historical data into database. (Pat H will forward email and Kaye forward Nicole's email address to her.)
- c) Rule/items for newsletter: Up to date helmets. Horse Safety Australia website. Kaye to send information to Jodi.
Reminder that stallion handlers must be 18 years of age or older. H 11.1

8. General Business

- a) Need to send a thank you card for Penny for doing the log books. Kaye
- b) Pat L. 10 bibs out there not paid for. Pam and Pat L will find numbers. Limited number sent to the rides because they are being given out without deposit. Motion: *Bibs sent to a ride need to be returned or paid for. Clubs will be invoiced for any bib not returned.* Moved Nicole, Sec Denise Carried.
Send each club a letter. Letter to also include a reminder that digital clocks should be used at all rides and a request that clubs submit ride nomination forms for 2015 by the end of July so that calendar can be finalised earlier this year.
- c) National ride standard money must be spent by end of June.
- d) Nicole to check to see if cheque to Dunnally primary school was cashed.
- e) State champs fundraiser want 120 elevator and 160 elevator. Kaye to update calendar and forward to Aon and Kevin.
- f) Need more timing books. Pat H will look into this.
- g) Reword intro sentence on TEERA website.????
- h) Pat H. Discussion about interstate horses and our duty of care/risk management re Hendra and general biosecurity. Consider wording for possible motion for special meeting.

9. **Date of next meeting:** Monday 5th May

10. **Meeting closure:** 9:45 pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Monday 5th May 2014 6:30pm

1. **Present:** Sonia Hodgetts, Pat H, Pat L. Nicole Ford, Kaye Mitchell, Trent Huxtable, Robyn Nibbs
2. **Apologies:** Denise Williams, Alf Barnes, Dennis Foley Jnr.
3. **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Sonia, Sec Pat L. Carried
4. **Business arising**
 - a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
 - b) Review of Life Membership criteria: (Robyn) Ongoing
 - c) Cost of purchasing stickers for vehicles and floats. High vis @ 18 including GST, plus throwing some smaller stickers at no cost. TEERA will purchase 300 and sell to members @ \$20. ✓
 - d) Update and copying of current TEERA constitution. Pam will copy and make available to members.
 - e) Nicole purchased a laptop, a laser printer, two spare toners, surge protector. Sonia believes that TEERA had an inverter still in its packet. Free service on these new purchases available within next 12 months. Nicole to take computer and complete warranty paperwork. Pat L to take the printer and toner. Total package \$958. That leaves \$150.43 left of National Ride Standards funds. Remainder can be used to purchase arrival and departure slips.
 - f) Use of membership number to access minutes on TEERA website. (Kaye) Ongoing
 - g) Youth development/strategic plan (Robyn and Sonia):
July clinic
Sonia presented tentative outline for the July clinic. Sonia to email some info to Jodi to go in the newsletter. Nicole suggested putting article in the newsletter asking for ideas/goals for a 5 year strategic plan. Trent will include this in his President's report which he will send to Jodi.
 - h) CS report from State Champs still outstanding. Ongoing
 - i) Articles for TQ14 booklet. Trish Smith is writing an article
 - j) Has anyone asked Helen Bowkett about going to WA Quilty. Kaye will email and ask.
 - k) Jo McMahon coordinating input of historical data into database. Pat will forward Jo's address to Nicole. Nicole will enter historical data.
 - l) Nicole confirmed that Dunalley Primary School had cashed the donation cheque.
 - m) National ride standard money to be spent by end of June.
5 arrival and 5 departure books and 2 blocks of vet voting slips = \$148.50. Nicole will order from AERA.
 - n) Reword intro sentence on TEERA website. Kaye to ask Kevin to reword making it clear that articles for the website need to go through the SMC.
 - o) Pat H. Discussion about interstate horses and our duty of care/risk management re Hendra and general biosecurity. Consider wording for possible motion for special meeting.

Article in Tas Country on Friday saying new Tas Biosecurity committee being formed by DIPWE. Pat spoke to Sue and suggested that it needs to include a clause relating to horses coming into Tas from other states.

Pat will look into preparing a biosecurity statement for Tasmanian Endurance.

Later add to the entry form: "Has the horse been resident in Tasmanian for at least 21 days? If not then TEERA require that their biosecurity procedures be followed."

Trent will organise purchase of gloves, sanitisers wipes and disinfectant to make available for vets and TPRs at rides. Pat will get a lidded bucket to put it all in.

- p) Mail out to notify members of June Special General Meeting. (Kaye) Needs to be posted out Thursday or Friday this week.

Motion to be put at the SGM: TEERA adopt biosecurity measures being developed.
Any AERA second vote motions. Pat H to check for any.

5. Treasurer's Report:

Motion: *Treasurer's report be accepted and accounts paid.* Moved Nicole, Sec Robyn Carried
\$3414.95 back from AERA National Ride Standards money. \$798 left.

Nicole will ask Pam Shadbolt for the exact details of the microchips TEERA received and order 50. Give 20 to Debbie to reimburse her for the ones she bought for TEERA. Price structure will be looked at the next meeting.

Term deposit automatically rolled over for 3 months.

6. Correspondence In/Out

IN	
4/3	Ieva Peters (email AERA AGM 2014 minutes).
7/4	Ieva Peters (Email with attached current Invasive Treatment forms that should be being used in all states)
10/4	Helen Bowkett (email requesting copy of rule changes for 2014. Why are AERA minutes no longer in the newsletter?) Kaye replied indicating that new rule books are being printed. Unaware of rule changes for 2014 but best to refer to AERA website where rule book is available on line. AERA minutes also available on AERA website.
12/4	Edna and Claude Filleul (letter indicating that Claude is unable to assist with TQ15 static display)
14/4	Ieva Peters (email with TQ14 entry form, Horse Health Declaration attached). Forwarded to Kevin for inclusion on TEERA website. Asked where he might be thinking of putting TEERA constitution.
1/5	Ieva Peters (Email informing that Day Cards are now available for purchase through AERA on-line ordering system). Forwarded to all SMC
1/5	Ellen Prestage (cc email: asking for news on the printing of Rule books and when they will be available.)
	Greg Johnson (CS report for Bushwackers Ride, Castra. Nothing of note.
	Megan a Campo (ride return, result sheets, etc for Van Dieman 66 marathon @ Easter)
OUT	
8/4	Robyn Nibbs (Forwarded email list of vets from Debbie to be included on website when TPR list is updated.)
14/4	Kevin Brewster (Forwarded email with TQ14 documents attached, questioning where constitution might be placed on website and calendar updates for website. Calendar includes June and October special general meetings)
14/4	Sharon Cox cc Elaine & Sonia R (email: Calendar changes; Marathon, STER ride distances for State Champs Fundraiser, Pink Ride on again)
15/5	Jodi Smith (email: newsletter items; helmets, stallions, ride bibs and minutes of previous meetings)
	Penny Barnes (Thank you letter and card) Returned to sender due to changed address.

16/4-22/4	All club secretaries (letter:ride nomination forms in by 31 st July, invoicing for missing bibs and please use digital clocks at rides. Returned \$125 cheque to STER.)
24/4	Debbie Gull (email to confirm OK to forward her email address to Linda Tannian as suggested by Dennis at the Marathon ride.) Debbie confirmed this is OK and suggested Jeff Wish Wilson as another person who might have Quilty historical stuff.

7. Reports

- a) Membership: 207 total. 53 M, 108 F, 27 Junior female and 9 Junior male
- b) AERA report: Waiting for the minutes of the March meeting.
- c) Rule/items for newsletter:

8. General Business

- a) Sonia will ask Tracey Wyllie if she has any TEERA merchandise left.
- b) Kaye will email Melissa for ride return for the BEER Weetah ride. Ask Chris for CS report.
- c) Kaye to send Sympathy card to Kevin.
- d) More BC sheets for the folder. Pat L. will print.
- e) Pat L will order 20 more orange bibs. 5km ones need the numbers redoing as they are peeling off.
- f) Letter needs to go to Darren Duniam to ask for the book of horse who teeth had not erupted on both sides. Noticed at the Kimberley ride. This means that the horse was not eligible to do the 40km training ride that it did at Easter.
- g) 24th May, Pat H will run TPR course at Karoola 10am - 3pm.
- h) Incident report from Kimberley Ride submitted by Pat H.
- i) Safety issue re Kimberley Bridge. Marshalls or alternate route? Approach Kelly to speak to Kentish Council to see if they can assist.
- j) Pat L will put note in the newsletter regarding how well the Marathon Ride was run.

9. Date of next meeting: Monday 2nd June

10. Meeting closure: 9:00pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Monday 2nd June 2014 6:30pm

- 1 **Present:** Sonia Hodgetts, Pat L, Nicole Ford, Robyn Nibbs, Kaye Mitchell, Dennis Foley Jr., Pat H, Trent Huxtable, Denise Williams
- 2 **Apologies:** Alf Barnes
- 3 **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Sonia H, Sec Pat L, Carried
- 4 **Business arising**
 - a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
 - b) Review of Life Membership criteria: (Robyn) Ongoing
 - c) 300 stickers purchased. Advertisement will go in newsletter and on facebook. Available for \$20 from Nicole.
 - d) Update and copying of current TEERA constitution. These have been printed but need to copy some covers.
 - e) Purchase of arrival and departure slips. These have arrived and Pat H has them.
 - f) Use of membership number to access minutes on TEERA website. (Kaye) Ongoing
 - g) Youth development/strategic plan (Robyn and Sonia):
July clinic: Stumbling block. People approached so far have been unwilling to run sessions. Look at 11th and 12th October to give more time to organise presenters.
 - h) CS report from State Champs. Finished
 - i) CS WA Quilty. Helen Bowkett is going.
 - j) Biosecurity statement for Tasmanian Endurance. (Pat H Ongoing)
 - k) Pat H to check with Trish re TQ14 magazine article
 - l) Purchase of sanitisers wipes and disinfectant (Trent) Ongoing
 - m) Special General Meeting. (Kaye) Separate mail out to go out this week.
 - n) TEERA Merchandise: there are a few very large polo shirts
 - o) CS report for Uncle Ernie's ride (Kaye has contacted Chris Mahoney)
 - p) BC Sheets for ride secretary folder have been replenished as have vet cards.
 - q) Purchase of new bibs ordered. Pat has also taken the red ones with yellow numbers that are peeling off in for repairs.
 - r) Log Book for Darren Duniam's horse which did a ride with teeth on one side not erupted was not handed in. Another letter to be sent. Matter will be dealt with at July 7th meeting. Letter to go out before the next ride indicating that the horse would be ineligible to enter any affiliated AERA rides until the matter is resolved.

- s) TPR course at Karoola (Pat H) completed. Motion: *TEERA reimburse Dianna Carroll \$30 for hire of the hall and Pat H for fuel.* Moved Denise, Sec Kaye. Carried
- t) Safety at Kimberley ride on bridge. Letter to club saying it has been raised at the meeting. Signage or alternate route. (Kaye)
- u) 20 microchips given to Debbie to reimburse for those purchased earlier in the year. 30 remain to sell for \$20 each.

5. Treasurer's Report:

Motion: *Treasurer's report be accepted and accounts paid.* Moved Nicole, Sec Denise

6. Correspondence In/Out

IN	
7/5	Darren Duniam (email and phone conversation re inadequate advertising of 160km ride at Sassafras) Kaye replied by email on 29/5 but also responded on the phone at the time.
8/5	Pam Shadbolt(email: details of State Champs Fundraiser ride at Sassafras) cc Kevin Brewster
	Helen Bowkett (CS report for Vandiemans 66 Easter rides)
8/5	Melissa Duniam, BEER secretary (Ride nomination form for 2015 and cheque for \$20)
	NEEEC (Ride nomination form for 2015 and cheque for \$30)
12/5	ActiveActivities Australia(email confirming that TEERA is listed on their website. We can choose not to be)
12/5	Megan a Campo (Request to put TPR course at Karoola on calendar for insurance purposes)
14/5	Confirmation of receipt of letter by Darren Duniam
15/5	Ieva Peters(email AERA minutes of March meeting). Forwarded to SMC
21/5	Pam Shadbolt (paperwork from Pink Ride)
21/5	Sue Sutcliffe, QERA Secretary (Email: Australian State Invitation for Junior Event) Forwarded to SMC members. Send in mailout and add to SGM discussion items.
2/6	Jen Clingly(re pink ride; Thank you to all those who rode or contributed. Raffle raised \$375, waived fees from TEERA \$990, Matt Bennett sales \$750)Seeking approval to apply
	Cancer Council(thank you letter from Cancer Council) Put letter in newsletter.
OUT	
8/5	Jodi Smith(email minutes of April SMC meeting and updated calendar for newsletter inclusion)
8/5	Sharon Cox cc Elaine & Sonia R (email: calendar update to include changes to State Champs Fundraiser ride)
8/5	Penny Barnes (email inquiry for new mailing address)
9/5	Darren Duniam(Letter re horse whose teeth had not erupted)
9/5	Jodi Smith(email with notice of SGM attached and suggestion to change date to 4 th if we don't have the full 21 days notice required)
13/5	Sharon Cox cc Elaine & Sonia R (email: Calendar inclusion of TPR course at Karoola, May 24 th)
17/5	Penny Barnes (Thankyou card returned by Australia Post, given to Angie Clarke to pass on)
29/5	Darren Duniam (email: response to concern over poor advertising of 160km ride)
2/6	Linda Tanian (email: contact details for Laurie Nicolle and Dennis Foley Snr, re static display for TQ15)

2/6	Kevin Brewster (forwarded new email address for Nicole to be put on website and asked for a change in the second sentence on the home page to indicate that items should be directed to the SMC for approval.)
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7. Reports

- a) Membership: 223 total, 117 F, 55 M 3 associates, 41 Juniors, 5 Life and 2 non riding
- b) AERA report: Nothing to report
- c) Rule/items for newsletter: Article re horses that are coughing and snotty at rides (Dennis)

8. General Business:

- a) Problems with new computer so Nicole has upgraded for extra \$142
- b) AERA has caution road signs. 1200 x 780mm core flute. Grant from Meander Valley Council would allow us to purchase them. We could purchase from AERA. Nicole to get a quote locally.
- c) Pat L has scanner, Denise has one. One unaccounted for.
- d) TPR s need to be associate members because they are doing a semi-professional tasks and we need to have some accountability.
- e) Robyn received TPR folder from Debbie but not CS folder. Robyn didn't receive information relating to CS. This resides with Greg Johnson &/or Chris Mahoney.
- f) McDonalds are doing community sponsorships. Robyn will look into this.
- g) Next Quilty the committee will be answerable to SMC. This will come into effect for Victoria for their next Quilty.
- h) Report from Foresty Tas. received.
- i) Questions re database. Why "-in horse or rider history could mean vet out or withdrawn. Why not make a distinction? Kaye to email Steve Swan.

9. Date of next meeting: Monday 7th July

10. Meeting closure: 9:15pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Monday 7th July, 2014 6:30pm

- 1 **Present:** Pat Hodgetts, Trent Huxtable, Pat Lamprey Alf Barnes, Dennis Foley Jr., Tony Purton(left 7:30) Laurie Nicolle, Debbie Grull
2. **Apologies:** Sonia Hodgetts, Robyn Nibbs, Nicole Ford
3. **Minutes of previous meeting**
Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat L, Sec Pat H,
4. **Business arising**
 - a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
 - b) Review of Life Membership criteria: (Robyn) Ongoing
 - c) Use of membership number to access minutes on TEERA website. (Kaye) Discussion of having a section on the website where minutes can be posted. Further discussion about whether this is only for members or in the public domain. Agreed that the minutes that are published in the newsletter should be made available on the website. Kaye to organise with Kevin.
 - d) Youth development.(Robyn and Sonia) Ongoing
 - e) Strategic plan (Robyn and Sonia): Ongoing. Discussion of ideas included an information session each year or every second year to encourage new members. Tony asked if we could offer half year membership. Given PA is optional now this could be possible. Laurie lamented that endurance is no longer a sport but an industry. Newcomers face obstacles such as lack of suitable horse and no knowledge. They need support. Debbie spoke about the benefits of industry taking new riders under their wing and teaching them. Pat suggested mailing out a "how to" with their membership. An information sheet when new riders vet out or vet through so that there is better understanding. Laurie suggested something on the bib to identify new riders so that experienced riders could be aware and offer support. Trent noted that Tasmania's is well positioned to become a major endurance centre. Cost of FEI rides. Vet shortage. Might have to get vets from the mainland. Laurie floated the idea of introductory rides for three and four year old horses. Suggested that Sonia draft strategic plan for members to comment on.
 - f) Biosecurity statement for Tasmanian Endurance. (Pat H) Not done. Need ideas from meeting. Ongoing
 - g) Pat H to check with Trish re TQ14 magazine article. Trish is continuing to work on this.
 - h) CS report for Uncle Ernie's ride has arrived.

- i) Log Book for Darren Duniam's horse which did a ride with teeth on one side not erupted. Ask Pam to put a red flag on National Data base so that if the horse appears at a ride it cannot start.
- j) Safety at Kimberley ride on bridge. Letter to club saying it has been raised at the meeting. Signage or alternate route. (Kaye)
- k) AERA has caution road signs. Nicole looking at local alternatives. Ongoing
- l) McDonalds community sponsorships. (Robyn) Ongoing
- m) Report from Foresty Tas. Sonia and Kaye have digital copies.

5. Treasurer's Report:

Motion: *Treasurer's report be accepted and accounts paid.* Moved Pat L, Sec Trent

6. Correspondence In/Out

IN	
2/6	Forestry Tasmania (Stakeholder Audit, forwarded by Sonia)
	Helen Bowkett (CS report for Meander "Pink Ride") horse was removed from ride base without log book being signed off by head vet. Accident on a bridge crossing) Kaye to write to Steve Wilson and ask him to attend the next meeting to explain. Reminder to go in newsletter.
4/6	Australia Post (confirmation of letter received by Darren Duniam)
5/6	Kristy Rae, Sponsorship officer for WA Quilty(email re Quilty rug donation and Yearbook article)Forwarded to Nicole and Trish
16/6	Steve Swan (email re-entering roles of members in database)Forwarded to Pam Shadbolt who is updating and in touch with Steve.
16/6	Steve Swan (email response to questions re info in the database. Looking into both of the matters raised)
19/6	Jacob Tammens (email to confirm receipt of ride nomination form for 2015) Sent to Treasurer rather than secretary.
23/6	Debbie Grull (email re endurance vet recruitment) Debbie has sent a Flyer to Australian Veterinary Assoc. 3 vets have indicated that they would be interested in vetting at a ride so long as there is an experienced vet. Permission to add their names to a website.
27/6	Liz Rutherford, AERA liaison (email: things to raise at SMC meeting before 19 th July) See general business below.
1/7	ActiveActivities Australia (email confirming that TEERA is listed on their website. We can choose not to be. Similar email to last month)
1/7	Nicole Ford (email: financial statement for June and Ride nominations received so far)
3/7	Sonia Hodgetts (email: copy of article on Tas Endurance for "Studs and Stallions" magazine)
3/7	Debbie Grull (email: Oss Foley ride nomination form for 2015. Cheque and form to be posted as well). Forwarded to Nicole Ford
3/7	Debbie Grull (copy of email sent to Jodi advising that Laurie Nicolle is not receiving mail outs or newsletters). Jodi will correct this.
	Christopher Mahoney (CS report for Uncle Ernie's ride)
	Megan a campo (paperwork from the Lockhart challenge ride) Pass on to Pam Shadbolt
OUT	
3/6	Darren Duniam(letter: re horse whose teeth had not erupted))
13/6	Jodi (email: Minutes of May meeting for newsletter)
9/6	Pam Shadbolt (email: Agenda for July SGM, minutes of 2014 AGM, Invitation for a Junior Team Event at Q'land State Champs to be included in mailout)
16/6	Steve Swan (email: Pams email address. Question about database raised at June meeting: "- " could mean withdrawn or vet out. Question re average heart rate and why the pre ride is included)

7. Reports

- a) Membership: 234 total. Adult F =122, M =57 JF =31 JM= 11 associated= 3 Non-riding 3 Life =5
- b) AERA report: Report to be taken to the July meeting tabled by Pat H
- c) Rule/items for newsletter: 14.1 and 14.2 In future horses will be disqualified if these rules are not followed.

8. General Business:

- a) Items from AERA to discuss:

1. Provide a list of head vets and chief stewards for your state
2. Delegates or SMCs to provide registrar contact details to Ieva Peters
3. SMCs to discuss further the motion regarding 14.2.1 (age of horse eligible to do 100miles)
4. SMCs to find or nominate someone to enter their state's historical data into AERASpace We have already nominated Nicole Ford.

14.2.1 Debbie Grull presented data from the database showing vet out rate for 6 y olds is lower than for 7 and 8 y olds.

Suggestion that speed should be limited for a horse doing its first 100 mile ride. This would better protect the young horses that applying a minimum age.

Motion as put forward at the last AERA meeting was rejected.

Other issues to take to the table. Promotion of horse welfare (Debbie)

- b) People that have just passed the TPR course need confirmation that they have passed and they need stop watches and yellow cards. Kaye to email Robyn.
- c) Pat L. Nietta returned the \$10 charged for the bib at the ride. Rider who used can be reimbursed or have this deducted from purchase price of a bib.
- d) Pat H. State Champs meeting. Considering running ride earlier in year as the Quilty is in June.
- e) Junior Team for State Champs in Q'land.
Letter to juniors asking for a written EOI to be part of a junior team event at the Q'land State champs
Some sponsorship offered from TEERA
We hope to source suitable horses although this is not guaranteed
All requests to be received by 2nd August.
Kaye to send letter to Pam and ask if she can send to the juniors as she can find all juniors using the database.
- f) Discussion of assertion in the CS report that Steve Wilson left the ride base of Pink Ride prior to the log book being signed off by Head Vet. Kaye to send letter asking Steve to attend the next meeting to explain.
- g) Discussion of copying CS reports and sending them to relevant clubs. Kaye to proceed with this.

9. Date of next meeting: Monday 4th August

10. Meeting closure: 9:15pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Monday 4th August, 2014 6:30pm

1. **Present:** Nicole Ford, Trent Huxtable, Pat L, Pat H, Sonia Hodgetts, Kaye Mitchell, Tony Purton (guest), Denise Williams (arrived 8:05pm)
2. **Apologies:** Alf Barnes, Dennis Foley Jnr.
3. **Minutes of previous meeting:** Motion: *Minutes of the previous meeting are a true and correct record.*
Moved Pat L, Sec Pat H. Carried.
4. **Business arising:**
 - a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
 - b) Review of Life Membership criteria: Discussion. Nicole will do a draft and bring to a future meeting.
 - c) Strategic plan: Sonia presented a draft strategic plan. Sonia will continue to work on this before taking it to the membership for further consideration.
 - d) Clinic in October (Sonia) Ongoing
 - e) Steve Wilson's horse leaving ride base. Steve's daughter Jess claims to have sited the signed book before removing the horse from the ride base at the Pink Ride. Head Vet, Pat H. believes that she had not signed the book when she saw the horse leave the ride base. Letter warning of disciplinary action if this occurs again.
 - f) Biosecurity statement for Tasmanian Endurance. (Pat H) Pat suggested we adopt SA Biosecurity statement. She will try to get some consistency across the states.
 - g) TQ14 magazine article. Complete
 - h) AERA has caution road signs. Nicole looking at local alternatives. Ongoing
 - i) MacDonalds community sponsorships. Finalised
 - j) Stopwatches etc have been received by those who successfully completed the last TPR course. Robyn will hand over paperwork to whoever takes over keeping lists of TPR, Vet list and CS lists.
 - k) EOI from junior members for Q'land State Champs. Eight EOI to be considered. Selected Sarah Parker, Amelia Napier, Grace Huxtable and Kirsty Sward in that order. Sonia Hodgetts will be the team manager and all team members will be accountable to her from the time they leave until the time they return. Letters to go to these four to advise of their success. They will be contacted later regarding travel details. TEERA will cover travel expenses to and from the event plus provide shirts and jackets. Nicole to organise the clothing.
The organisers of the event will cover entry fees.
Trent to continue trying to find horses. If less than four are available then the horses go to the team in order of selection. Trent also so enquire about a tent of caravan for camping at the ride base.
5. **Treasurer's Report:**

Motion: *Treasurer's report be accepted and accounts paid.* Moved Kaye, Sec Sonia. Carried.
Term deposit \$3581.35 in interest and rolled over for next three months.

6. Correspondence In/Out

IN	
2/7	Ieva Peters x2(email: last call for reports and agenda items for July meeting. Courtesy bus for those attending July meeting.)
	Robyn Nibbs (email resignation from SMC)
14/7	Ella Carter (email EOI for Q'land State Champs) email acknowledgement
17/7	Brittany Farrell (email EOI for Q'land State Champs) email acknowledgement
18/7	Linda Tanian (forwarded email from Sue Hartog re 2015 FEI rides. FEI charges and Calendar application attached) Forwarded to SMC members and Kevin to post on the TEERA website.
22/7	Kristy Sward (email EOI for Q'land State Champs) email acknowledgement
23/7	Megan a'Campo (email change of venue for Jolly Lette Memorial ride and 2014 State Champs)
25/7	Ieva Peters (email: notice of November AERA meeting)
29/7	Pat H. (forwarded copy of "Starting out in Endurance" booklet)
29/7	Matilda Ford (email EOI for Q'land State Champs)
	Grace Huxtable (letter EOI for Q'land State Champs)
	Sarah Parker (letter EOI for Q'land State Champs)
	Amelia Napier (letter EOI for Q'land State Champs)
	Jaz Hutchins (letter EOI for Q'land State Champs)
4/8	CS report from Lockhart Endurance Challenge
OUT	
10/7	Sonia Hodgetts (email section of July minutes re strategic plan)
10/7	Robyn Nibbs (email section of July minutes re TPRs)
11/7	Gerard Bou (email to clarify that juniors do not need to worry about EA/FEI for Q'land State Champs) confirmed
	Steve Wilson (letter asking Steve to explain his horse leaving the Pink Ride base before the log book was signed)
11/7	Pam Shadbolt (email: letter inviting EOI in Q'land State Champs to be sent to all juniors)
22/7	Kevin Brewster (forwarded email from Sur Hartog re 2015 FEI rides. FEI charges and Calendar application attached)
3/8	Pam Shadbolt (email request to red flag Alohoa Prince Charming on the database so that he is not to enter any AERA affiliated rides)

7. Reports

- Membership: 234 total. Adult F =122, M =57 JF =31 JM= 11 associated= 3 Non-riding 3 Life =5
- AERA report: Electronic timing is coming. Early warning points are updated on database on Wednesday evenings. Q'land motion regarding age of horses eligible to complete hundred mile rides has been deferred.
- Rule/items for newsletter: **Rule 14**

8. General Business:

- Tas team for TQ14: EOI to be part of Tassie team at the Quilty to go on facebook and TEERA website.
- Ride Calendar for 2015: Kaye to draft calendar ready for the next SMC meeting.

- c) Greg Henry contacted Pat L re letter about the safety on Kimberley bridge. Suggesting flashing lights to inform motorists.
- d) Small scanners: One still unaccounted for.
- e) Log book requested from Darren Duniam. Kaye to write a letter requesting he attend the next meeting to resolve the matter and avoid disciplinary action.
- f) Letter to Robyn thanking her for her contribution over the past three years. Casual vacancy has arisen. Sheleah Astell and Laurie Nicolle might consider filling this. Trent to approach Sheleah.
- g) Sonia has 4 draw filing cabinet belonging to TERRA. Nicole will take this.
- h) TEERA dinner: Ask membership for suggestions for venues for dinner. Put this in newsletter.

9. Date of next meeting: Monday 1st Sept

10. Meeting closure: 10:00pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Monday 1st Sept, 2014 6:30pm

1. **Present:** Pat H, Pat L, Kaye, Dennis Foley Jr., Trent Huxtable, Sheleah Astell, Darren Duniam (guest)
2. **Apologies:** Denise Williams, Sonia Hodgetts, Nicole Ford, Alf Barnes
2 b) Motion: *Sheleah Astell to be endorsed as casual vacancy.* Moved Pat H, Sec Pat L
3. **Minutes of previous meeting:** Motion: *Minutes of the previous meeting are a true and correct record.*
Moved Pat H, Sec Pat L Carried.
4. **Business arising:**
 - a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
 - b) Review of Life Membership criteria: Some discussion about this, including time serving TEERA, etc. No conclusion. Ongoing (Nicole)
 - c) Strategic plan: (Sonia) Ongoing
 - d) Clinic in October (Sonia) Ongoing
 - e) Biosecurity statement for Tasmanian Endurance. Pat H contacted the Tas. Vet. Board referred. They referred Pat to the form used by EA. Need to seek clarification from DPIPWE that if TEERA uses the EA "Horse Event Participation Declaration", is this sufficient for the purpose of covering any legal ramifications in the event of an outbreak of any contagious or transferable disease?
 - f) AERA has caution road signs. Nicole looking at local alternatives. (Ongoing)
 - g) Paperwork re TPR and CS from Robyn. Pat L to contact Robyn to obtain paperwork associated with TPR and CS lists.
 - h) Ride Calendar for 2015: Kaye to contact Black Bluff Riders re date for Castra ride. Draft calendar ready to send to clubs for comment after that.
 - i) TEERA dinner. Leave decisions until after newsletter comes out. Kaye has put a request for members ideas re dinner in the newsletter.
5. **Treasurer's Report:** No report received
6. **Correspondence In/Out**

IN	
5/8	Trish Smith (email request to be part of a Tas team at 2014 Quilty) Reps from SMC will organise a team. Kaye to let Trish know.
5/8	Kristine Chapple (Ride nomination form + cheque)
8/8	Liz Rutherford (email of items coming out of July AERA meeting for SMCs to discuss)
8/8	Australia Post (confirmation of mail received by Darren Duniam)
12/8	Darren Duniam (email requesting all minutes and correspondence of meeting relevant to the case of Aloha Prince Charming) items supplied as requested.
14/8	Debbie Grull (email: add 20km ride to Oss Foley ride) calendar change forwarded to AON
15/8	Debbie Grull (email re publishing names of stables who have sponsored rides in the newsletter) Kaye requested that Beer Street Arabians not be listed. Email to Jodi to vet articles and if unsure contact Trent.
18/8	Megan a'Campo (email change of venue for Jolly Lette Memorial ride and 2014 State Champs) Calendar changes forwarded to Aon
18/8	Debbie Grull (text messages via Sonia requesting we update TPR list as a priority) Kevin confirmed that some updated info was received by him in May but that he had forgotten to get it on the website.
19/8	Linda Tanian (email: FEI info to be passed in to ride secretaries) Forwarded to Kevin who suggested that AERA put a section on their website for FEI stuff. This information conveyed to Linda. In the meantime all FEI material received forwarded to club secretaries.
21/8	Debbie Grull (email forwarded by Sonia: Updated TPR list on website does not include those who completed the course run by Debbie last year or the one run by Pat this year.)
26/8	Janine Parr (email requesting financial support for STER who are struggling to hold the upcoming Fonthill ride.) Kaye to reply indicating that this would be addressed after the event if necessary.
31/8	Tracey Wyllie (email asking when draft calendar might be available) Email reply saying it would be discussed at the Sept meeting.
26/8	Joan Rylah MP, Liberal Member for Braddon (letter: application for sports grants) Scan and email to Trent and Sonia, Jodi and STER
OUT	
4/8	Facebook and email to Kevin Brewster asking for names of those who would like to be part of Tas team at 2014 Quilty
6/8	Robyn Nibbs (Thank you letter and card)
5/8	Sharon Cox, Aon(email changes of venue for NEEEC rides)
6/8	Darren Duniam (letter requesting attendance at the Sept meeting)
6/8	Sarah Parker, Amelia Napier, Grace Huxtable and Kirsty Sward (letter with information regarding the Q'land State Champs)
6/8	Ella Carter, Jaz Hutchins, Brittany Farrell and Matilda Ford (Letter to inform that their EOI were unsuccessful)
14/8	Darren Duniam (email minutes and correspondence relevant to Aloha Prince Charming)
14/8	Jodi Smith (email May, June and July minutes and reminder about removing horses from the ride base without having log book signed)
6/8	Steve Wilson (letter indicating that a future infringement of rule H 14.1 will likely result in disciplinary action being taken)
19/8	Robyn Nibbs (email: seeking clarification on what info has been forwarded to Kevin regarding TPR lists.)
18/8	Kevin Brewster, Linda Tanian (emails forwarding FEI info and suggesting AERA create a section

	on their website)
19/8	STER, BEER, NEEEC, Oss Foley, JSMR, (email: past CS reports, FEI info forwarded, 2015 FEI application previously received)
20/8	Kentish, Kimberley, Black Bluff, Portland and Jen Clingly (letter including past CS reports, FEI info forwarded, 2015 FEI application previously received)

7. Reports

a) Membership: 238 total. Associated members= 3, Non-riding= 3 Life =5

AERA report:

1. Divisions are required by our insurer AON to have the next year's ride calendar entered into AERASpace by January of that year at the latest so that Certificates of Currency can be issued and that all contingencies will be covered by them. AERA therefore requests that all Divisions comply and note that any number of amendments can be made later but that the basic framework (names & dates) is submitted in January.
2. Please remind vets that IVT forms must be sent to Pat in a timely manner following events/incidents in case they affect future rides and to maintain the integrity of horse/rider data. Scanned documents sent by email are acceptable with originals sent via snail mail preferred.
3. Rule revision about whether taking blood samples is regarded as invasive treatment; an example might be when an owner requests for their own info but is unrelated to the treatment they received.
4. States to check if they've updated (and has actually been done) their Vets/TPR/SCs on AERASpace – vet lists need the most attention and vets (or anyone) need to be advised that personal details can be hidden if required. Contact Steve Swan for instruction on how to do this.
5. States to advertise on their websites and Facebook pages that our insurer AON provides good deals on travel insurance for everyone who avails themselves of the PL insurance as part of their membership. Detailed wording from AON to follow.

Rule/items for newsletter: Reminder about removing a horse from the ride base (Rule H14.1)

8. General Business:

a) Trent welcomed Darren to the meeting.

Trent asked Darren to explain his understanding of what has taken place with regard to the events around Aloha Prince Charming, who did a 40km ride before its teeth had erupted.

Darren said the horse had left the state before the letter requesting the log book reached him. Horse coliced and died in quarantine centre 2/3 days before it was due to export.

Darren asked why he had been targeted. Vets who missed this have not received a letter. Two or three vets at Scottsdale who saw the horse have not been contacted

At Kimberley Darren asked for second opinion on the horse. Pat L was CS and said that Sue martin could check the horse the next morning. The horse was re examined by Pat H who maintained that the teeth had not erupted.

Pat H and Pat L spoke to Colleen Stewart who examined the horse pre-ride at Scottsdale and she said that with the confusion because of the variety of rides it was hard for vets to know which ride the horse were in, 40, 80 or marathon and which were for pre-ride examination. It was an oversight. Colleen has said that she will be more careful in future.

Darren pointed out that they are paid to do the job. Kyle is accredited as a head vet but has not attended the accreditation course as yet. Colleen is not accredited. Online course is being worked on but it is a few years off.

Recommending that if owner gets a letter, the vet concerned will be notified and made aware of this. Pat H and Pat L made verbal contact in this instance. This was constructive and there is no need for further action with regard to the vets involved. TEERA has no authority of disciplinary action of non-members. If vets fail to perform up to our expectations then they usually are not re-invited to act as endurance veterinarians.

Darren, owner of the horse, is a member and therefore the SMC can discipline as seen to be necessary.

Kaye asked if a card with a checklist would be helpful to vets starting out. Pat said it had been tried and not worked.

Trent thanked Darren for attending. The SMC considered the matter resolved.

- b) Dennis asked why vet time was not recorded in log books to clearly show that a horse has gone into the vet ring early. AERA won't allow it. Trent suggested that rider could make a note in the back of the log book.
- c) Sheleah has lost bib number 18 and 22. Pat L will organise to get them made. Also the letter K for stallions. Sheleah requested one made in blue with a white K.
- d) Pat L asked if everything was organised for the junior team. Trent driving them to the airport and picking them up. 4 horses organised. Kate Gadsby has supplied 1, Jeff (Helsman is the horse) and two others and another spare. Uniforms all made. AKMS (Australian Kiln and Mill services sponsored \$500) All booked into a motel. 40km away from the ride base. Place for a nap will be available on the ride base. Gerard would like to see this become an annual event. No reason why this could not be a reciprocating arrangement. Trent suggested sending a strapping team as well as a riding team.
- e) Pat H asked how did the Scottsdale ride went. Some discussion as to why the vet ring had to be moved out of the deep sand. It was difficult to run out in. Run out distance on the grass was a bit short.
- f) Motion: *Pat H approach Anne Barnes to see if she interested in running a vet accreditation course at the State Champs.* Moved Pat H, Sec Kaye. Carried.
- g) Notice of SGM. Change to Tues 4th Nov. Kaye to ask pam to send notice out. AERA meeting is 22/23 Nov Send AGM minutes, Discussion item: TEERA adopt appropriate biosecurity measures to be determined with a view to formulating a motion at the AGM.
Call for nominations for next years' SMC.
- h) Trent asked if we need to enlist help for Kevin. Kaye to talk to Kevin.
- i) Greg Johnson hasn't received newsletters. Others are also missing them. Ask Jodi to please mail newsletter to everybody regardless of whether they have requested email copy. Pat will ensure that Pam has sent an up to date list of members to Jodi.
- j) Trent informed that Mark Dunn is interested becoming a CS. Interested in starting process at Fonthill.

9. **Date of next meeting:** Monday 13th October

10. **Meeting closure:** 9:30pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Monday 13th Oct, 2014 6:30pm

1. **Present:** Trent Huxtable, Dennis Foley, Pat L, Sonia Hodgetts, Sheleah Astell, Kaye Mitchell, Nicole Ford
2. **Apologies:** Pat Hodgetts
3. **Minutes of previous meeting:** Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat L, Sec Sheleah. Carried.
4. **Business arising:**
 - a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
 - b) Review of Life Membership criteria: Some discussion about this, including time serving TEERA, etc. No conclusion. (Nicole) Ongoing
 - c) Strategic plan: (Sonia) Ongoing
 - d) Clinic in October (Sonia) Cancelled
 - e) Biosecurity statement for Tasmanian Endurance: Kaye has sent a letter seeking clarification from DPIPW that if TEERA uses the EA "Horse Event Participation Declaration", is this sufficient for the purpose of covering any legal ramifications in the event of an outbreak of any contagious or transferable disease? Waiting on a response.
 - f) AERA has caution road signs. Nicole looking at local alternatives. Ongoing.
 - g) Paperwork re TPR and CS from Robyn. Waiting for Robyn to send paperwork to Pat L
 - h) Ride Calendar for 2015 published on website and sent to all club secretaries for feedback. Some corrections received and errors fixed. (Kaye)
 - i) TEERA dinner. Kaye has put a request for members ideas re dinner in the newsletter. No feedback from members. Decided to have dinner in marque at Pat L's. Pat L to organise catering, and Dennis Foley Jnr. to organise dj. AGM at 2:00pm, Saturday 10th Jan. Dinner 6:00pm.
 - j) Anne Barnes confirmed that she is willing to vet at 2014 State Champs and run a vet accreditation course.
 - k) Notice of SGM and nomination form for 2015 SMC mailed to all members on 3rd Oct.
 - l) Sheleah has received bibs she requested and needs to pay Pat L.
 - m) Trent asked if we need to enlist help for Kevin. Kaye to talk to Kevin. (Ongoing)
5. **Treasurer's Report:**

Motion: *Treasurer's report be accepted and accounts paid.* Moved Nicole Ford, Sec Sonia Hodgetts. Carried.

Motion: *Term deposit is reinvested for a further 3 month term.* Moved Trent, Sec Kaye, Carried.

Discussion of purchasing clothing. Let people know and we can take orders from members. Perhaps get a photo of the shirt and put on facebook. Decided to put a photo on the 2015 membership form. Add a tick box for members to indicate if they want to purchase a shirt and/or a sticker.

6. Correspondence In/Out

IN	
	Helen Bowkett, CS report for Jolly Lette Memorial Ride. Noted that the horse ridden by Robert Crowe had to have its temp done in the float. Kaye to send letter indicating that future poor behaviour of horses could lead to disqualification from the ride by the CS.
9/9	Jodi Smith (email: article of aging horses by their teeth for newsletter) Looked useful
13/9	Jodi Hutchins (Ride Nomination form and cheque for 2015 rides for BBR)
15/9	Jodi Hutchins (email confirming 18 th April for the Castra ride)
15/9	Tracey Wyllie (email enquiring about 2015 calendar)
16/9	Jodi Smith (email informing that some of the Ride Committee forms on the website are out of date). Kaye will look into this later in the year. Pat L and Sonia might have some time to identify which forms need updating.
16/9	Krystal Jones (email: requesting a response to STER request for financial assistance and change venue of STER 2015 ride to TBA) Kaye emailed response of SMC decision with an indication that a formal response would follow.
	Amelia Napier (Letter thanking SMC for allowing her to participate in Q'land State Champs) Publish the letter in the newsletter.
22/9	Jodi Smith (email to clarify that State Champs Fundraiser is in March 2015. Not clear on the draft calendar) Confirmed.
29/9	Jan Lewin (email to inform that she has been omitted from TPR list) Kaye apologised for the oversight and forwarded to Kevin and Pat L for correction. Kevin fixed it on website.
29/9	Kevin Brewster (email informing SMC that he is posting info from 2014 Shahzada on the TEERA website)
1/10	Mark Dunn (email: erroneous dates for Feb rides in draft calendar) Forwarded to Kevin and Jodi.
OUT	
4/9	Jodi Smith (email; request that all households receive a hard copy of the newsletter, regardless of whether they have requested email as some members have been missing out. Refer articles that might be controversial to Trent before publishing)
10/9	Jodi Smith (email: August minutes for the newsletter)
16/9	SMC members, Club Secretaries, Kevin Brewster, Tracey Wyllie (email draft ride calendar for 2015 and request for comment)
18/9	Jodi Smith and Kevin Brewster(email changes to draft 2015 calendar)
30/9	Biosecurity DPIPWE (letter re EA "Horse Event Participation Declaration", is this sufficient for the purpose of covering any legal ramifications in the event of an outbreak of any contagious or transferable disease?)
30/9	Krystal Jones and Janine Parr (email: letter attached in response to STER's request for financial support)
30/9	Pam Shadbolt (email; Notice of SGM, Nomination form for 2015 SMC with cover letter, copy of minutes of AGM, to be mailed out to all members)
8/10	Sharon Cox Aon cc Elaine Conroy and NSWERA (email draft 2015 TEERA calendar)

7. Reports

a) Membership: 255 total. Associated members= 3, Non-riding= 3 Life =5

b) AERA report: Nothing

c) Rule/items for newsletter: Reminder about horse behaviour in the vet ring.

8. General Business:

- a) Membership form for 2015. Changes suggested included having a separate day membership form consisting of just the first and second page of the full membership form. Remove the day membership part from the current form and add prices and tick boxes for stickers and shirts. Need to wait to AERA set PA insurance before finalising TEERA membership fees for 2015.
- b) Missing CS report from Kentish. Kaye to contact Denise.
- c) Fonthill ride: Pat sent accident report for Tania Jago to insurer.
- d) Motion: *TEERA to reimburse Anne Barnes for return flight to vet and take vet accreditation at state champs.* Moved Pat L, Sec Dennis Jnr. Carried.
- e) Trent mentioned FEI. Some interest in rides for 2015. If money is deposited into an account by a major sponsor then SMC will look at endorsing the ride.

9. Date of next meeting: Tues 4th November

10. Meeting closure: 8:30pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes GENERAL MEETING Tuesday 4th Nov, 2014 6:30pm

1. **Present:** Trent Huxtable, Dennis Foley Jnr., Sheleah Astell, Sonia Hodgetts, Pat L., Pat H., Kaye Mitchell. Guests: Debbie Grull, Pam Shadbolt, Robyn Wright, Greg Henry
2. **Apologies:** Denise Williams, Joanne Marshall
3. a) Waited one hour. Insufficient quorum for SGM. Matters handled by SMC.
Minutes of previous meeting: Motion: *Minutes of the previous meeting are a true and correct record.* Moved Sonia Hodgetts, Sec Dennis Foley. Carried.

4. **Business arising:**

- a) Form for recording and invoicing for fluid treatment: (Pat H) Ongoing
- b) Review of Life Membership criteria: Some discussion about this, including time serving TEERA, etc. No conclusion. Pat H noted that a lot of people have contributed who haven't necessarily been on SMC. Some clubs give a 10 year or 15 service badge. Recognition is important. Perhaps a sub-committee of 3 people to get some guidelines. Regular volunteers need to be recognised as well. Perhaps help with their membership. To be discussed further at next general meeting in December.
- c) Strategic plan: (Sonia) Discussion of new people and how we can assist them. Greg suggested new riders be encouraged to attend a ride without a horse and see how things are run. On the entry form could have a new member yes/no box. Computer could send out some basic information for those who tick yes. Sonia suggested publishing draft strategic plan in the newsletter and getting feedback from the membership.

Discussion of 40, 20 and 5km rides. Benefits of having vetting at these. Encourage ride secretaries to consider putting on short rides. Put in letter at the beginning of the year and put in the newsletter. Target Pony clubs with advertising, perhaps through facebook. Sonia to do this.

- d) Biosecurity statement for Tasmanian Endurance: Kaye has sent a letter seeking clarification from DPIPWE that if TEERA uses the EA "Horse Event Participation Declaration", is this sufficient for the purpose of covering any legal ramifications in the event of an outbreak of any contagious or transferable disease? Waiting on a response.

Debbie: Notifiable disease: If you suspect or know a horse has a notifiable disease then you have an obligation to report. There is a list. List A (exotic) and List B (endemic) on DPIPWE website. Strangles is not notifiable in Tas. Encouraging people exporting horses to get a PIC. In the event of an outbreak a letter cannot be generated giving info to these people. Debbie stressed that responsibility is with the owner.

Pat asked what is a reasonable measure that TEERA or ride committees should take pre-ride? Debbie suggested some sort of animal health statement. "I observed this horse and found it to be free of" On our entry form is it reasonable to ask "has this horse been resident in Tas for 28 days?" If not go to some sort of biosecurity statement and maintain a temp log for 7 days. Reasonable because it is also an animal welfare matter as well.

Why does the Dept have no documentary requirements for horses entering Tas.? Debbie suggested going to your MP if we want this.

Does Dept Ag know that horse can turn up an event within three days of arriving in Tassie? Dept biosecurity's plan for the future. No mention of horse disease o current biosecurity Tas of current biosecurity threats.

In the event of a suspect horse being on a ride base then vet with the CS can quarantine it to an area on the ride base.

Documentation to support our biosecurity statement. Pat and Debbie to create this document. Then talk to Kevin about getting it on entry form.

Has this horse been resident in Tas for at least 28 days?

If no please fill out biosecurity paperwork by clicking the following link.

1800 675 888 is the Emergency Animal Disease Hotline

- e) AERA has caution road signs. Nicole looking at local alternatives. Trent has sent a letter to support Jen Clingly's application to Meander Valley council for road safety signs.
- f) Paperwork re TPR and CS from Robyn. Pat has the TPR paperwork from Robyn. One scanner is still missing.
- g) Trent asked if we need to enlist help for Kevin. Kaye to talk to Kevin. Ongoing

5. Treasurer's Report:
Not submitted

6. Correspondence In/Out

IN	
22/10	Jodi Smith (email: forwarded posters sent in from Debbie Grull encouraging property owners to register their property on DPIPWE's PIC database for purpose of letting emergency services know about horses on the property in the event of an emergency such as bushfire. Include in newsletter.)
24/10	Helen Lindsay (email: TQ15 Sponsorship opportunities) Pat suggested \$1200 was a lot for a third place rug. Ignore the email.
30/10	Sue Hartog, forwarded via Trent (EOI to hold 2015 Australian Endurance Championships)
31/10	Active Australia (email requesting that we confirm our listing on ActiveActivities) Ignore. No apparent benefits to this.
2/11	Megan Jensen (email NEEEC positions for 2015)
	Portland Endurance riders (paperwork from Johnny Green Memorial ride) Pass to Pam Shadbolt.
	Tara Nicklason, Portland Endurance Riders(letter suggesting interest received from the TEERA term investment be used to provide financial support to each club) \$3581.35 For this year the interest was used to support the juniors going to Q'land. Simple summary from the treasurer to go in the newsletter would make finances more transparent. There will be another letter go out next year inviting clubs to put in requests for support.
4/10	CS reports from Johnny Green Memorial Ride and STER Fonthill. Comment on the gallop finish at the Johnny Green.
OUT	
14/10	Tony Matthews(letter indicating that future poor behaviour of their horses in the vet ring may result in disqualification)
3/10	Jodi Smith (email: minutes from the Sept meeting, reminder to members about horse behaviour in the vet ring for publishing in the newsletter.)
3/10	Denise Williams (email: missing the CS report from the Kentish ride)

7. Reports

- a) Membership: total 259. Associated members=5, Non-riding= Life =5 Juniors =44
- b) AERA report: Trent to write this. Include membership numbers, winter break well received, success of our junior team at the Q'land State Champs, Tas contingent at TQ14, Anne Barnes running vet accreditation course after our State Champs, working with DPI in biosecurity, calendar well on its way and potential interest in FEI ride next year.
- c) Rule/items for newsletter: Suggestion that juniors wear their helmets in the vet ring.

8. General Business:

- a) Missing CS report from Kentish. Kaye has contacted Denise who is looking in to it.
- b) Can we replace Michael Riley's fluids with TEERA fluids to help keep TEERA's up to date? Pat H will check expiry dates on TEERA fluids and speak to Michael and/or Jim.
- c) Pat L. asked if she can get a new stopwatch if she records the number. She lent her stopwatch to someone at Pyengana and didn't get it back. Yes.
- d) Add a suggestion that juniors wear their helmets in the vet ring. Send to Jodi to put in newsletter.
- e) Gallop finishes on bitumen. Need to consider bottlenecks and crowded areas where it is inappropriate. Ride committees to decide.
- f) Motion: *TEERA provide fuel costs for vets to attend the accreditation course at state Champs.* Moved Pat, Sec, Kaye. Carried.
- g) Pat L to be an Assistant CS at the NSW Quilty. Pat L nominated as Tas rep.
- h) Discussion of the fact that the winner of the Quilty need not present for BC the following day nor needs to be sound. Should there be a change in the rules regarding this. Insufficient support for the idea. Debbie noted that horses would be more likely to be walked through the night instead of being allowed to rest if soundness at BC was a requirement to win the Quilty.
- i) Expressions of interest for 2018 Quilty to go in the newsletter.
- j) Ian Sward's horse's bad behaviour in the vet ring at Pyengana. Reared and struck out. Been warned in the past. Kaye to send a letter. Final warning. If it does this again he will be banned for life in order to ensure the safety of officials and volunteers.
- k) Motion: *TEERA reimburse Pam Shadbolt for expenses incurred* Moved Pat H, Dennis Foley Jr. Carried.
- l) Few people have approached Pam volunteering to do log books. Leave as is for the time being as things are working well.
- m) Find out new cost of log books to us. Ask Nicole.
- n) Instant Marquees. Cost will be same as 2 years ago. Roast is \$25 per head. Choice meats, salads and desserts. Booked for 10th Jan.
- o) Sandy Little's positive comments on Tassie endurance.
- p) Greg Henry raised safety on the bridge at the Kimberley ride. Signage was in place either side of the bridge at the last ride. The bike race complicated things this year. Pat H described an alternative route where the river could be forded on her brother's property.

9. **Date of next meeting:** 8th December. Sonia to look into a venue in Ulverstone where a meal was available.
10. **Meeting closure:** 10:15pm



TASMANIAN EQUINE ENDURANCE RIDERS ASSOCIATION INC

STATE MANAGEMENT COMMITTEE

Minutes for Newsletter GENERAL MEETING Monday 8th December, 2014 6:30pm Furner's Hotel, Ulverstone

1. **Present:** Sonia Hodgetts, Pat Lamprey, Pat Hodgetts, Trent Huxtable, Nicole Ford, Kaye Mitchell. Guests: Tony Purton, Norm Thorley, Rick Polden
2. **Apologies:** Denise Williams, Dennis Jnr, Sheleah Astell

Minutes of previous meeting: Motion: *Minutes of the previous meeting are a true and correct record.* Moved Pat Lamprey, Sec. Pat Hodgetts. Carried.

3. **Business arising:**

- a) Form for recording and invoicing for fluid treatment: Pat H has a form and Sonia will type it up.
- b) Review of Life Membership criteria: Leave forming sub-committee to work on this until 2015. Put on agenda for AGM. Sub-committee should include at least one member who is on SMC. Nicole has done a letter. Could be used along with a certificate appreciation to recognise significant contributions each year. Give out certificates of appreciation at this year's dinner. 3 per year. Call for nominations next year but choose three for this year. Two members nominated at this stage for 2014.
- c) Strategic plan: Went in newsletter. Include it as a discussion item on the agenda for the AGM.
- d) Biosecurity statement for Tasmanian Endurance: No response to letter sent at the end of September. Kaye to resend the letter. cc Debbie Grull

Documentation to support our biosecurity statement. Pat and Debbie to create this document. Then talk to Kevin about getting it on entry form.

Will say something like "Has this horse been resident in Tas for at least 28 days?
If no please fill out biosecurity paperwork by clicking the following link."

- e) AERA has caution road signs. Trent has sent a letter to support Jen Clingly's application to Meander Valley council for road safety signs. Meander Valley Council will provide the signs. Send a thank you letter to Jen Clingly. Trent believes that the Kentish Council also has flashing sign for hire and not for profit organisations can borrow free for weekend.
- f) Paperwork re TPR and CS from Robyn. Pat has the TPR paperwork from Robyn. One scanner is still missing.
- g) Trent asked if we need to enlist help for Kevin. Kaye has spoken to Kevin. He is going to get a quote to re-structure website so others can assist.

- h) CS report from Kentish. Denise still looking.
- i) TEERA fluid's expiry dates. (Pat H) At the State Champs we used TEERA fluids. Not sure whose fluids were used at Nietta. Pat H is doing a stock take of fluids.
- j) Cost of log books: Waiting for Deb Watson to get back to Nicole with this info.

4. Treasurer's Report:

Motion: *Treasurer's report be accepted and account be paid.* Moved Nicole, Sec Pat L., Carried.

Caravan money (\$16000) was ear-marked for electronic timing. For calendar year \$700 in black.

6. Correspondence In/Out

IN	
5/11	Megan Jensen (email: names and addresses of couple of other people in NEEEC)
6/11	Melissa Duniam, BEER (Ride nomination form for BEER Saturday 4/7/2015 (20,40, 80) and letter suggesting that the capping fee for the "social rides" be subsidised by TEERA to keep costs low and encourage new and young riders.) Beer request Friday 30 th Jan a 20 and 40km, Sat 31 st 40 and 80km. TEERA is not in a financial position to covert the capping fee. AERA is adding an extra dollar to cost of all rides in 2015. TEERA could absorb this in 2015.
10/11	Tracey Wyllie (email: request for LONO for three riders to ride in UAE in Jan 2015.) Kaye to send.
13/11	Ieva Peters (4 "catastrophe" forms to be discussed at Nov AERA meeting)
13/11, 17/11	Ieva Peters (AERA November meeting agenda)
16/11	Helen Bowkett (email: request for a copy of the new rule book). Kaye posted a copy.
26/11	Ieva Peters(email: Meeting notice for 21 st and 22 nd March 2015)
28/11	Ieva Peters(email: Recommended vet fees for 2015)
26/11	CS report from Gordon Williams Memorial Ride plus Invasive Treatment form. Notes invasive treatment for one horse, ride base not big enough and finish line not suitable for a fast finish. Denis Jr says not enough water at Gordan Williams and State Champs.
	CS report Oss Foley Memorial Ride.
29/11	Janne Harris, SAERA (email: request for a copy of TEERA's Ride Entry form that includes a horse health declaration) Replied saying it would be forwarded when finalised.
2/12	Debbie Grull ("Rider report for State Champs: Congratulations and the good and the slightly not as good") Denis Jr raised water shortage at state champs. Need to get CS report.
OUT	
5/11	Jodi Smith (forwarded Amelia Napier's letter and October minutes for publication)

	in the newsletter.)
10/11	Member (Letter indicating that future poor behaviour of their horses in the vet ring will result in a life ban for the horse.)
19/11	Pam Shadbolt (email attachment: Notice of Motions for AGM to be mailed out to all members)
24/11	Chris Clark, Community Development and Youth Officer, Kentish Council (email: informing of a video focusing on the safety of horse riders and motorists, with link attached.)
3/12	Portland Endurance Riders (letter in response to request for financial assistance to all clubs)

7. Reports

- a) Membership: total = 263
- b) AERA report:
- c) Rule/items for newsletter: Expressions of interest for 2018 Quilty to go in the newsletter.

8. General Business:

- a) One set of scales still needs a steel box. *Motion: Pat L purchase metal box for second set of scales.* Moved Nicole, Sec Plat H. Carried.
- b) Communications: On course tracking system. Norm Thorley, Rick Polden from amateur radio club.
Approached by Sandy Little to trial at State Champs. Researched possible systems. Looked at RFID for timing at checkpoint. A "reader" was donated. The radio club bought a reader and wrist bands. System worked well at state champs.

Need a reader for each check point location. Need to eliminate need for a PC at check points and transmit data straight back to base. Need to scatter mini repeaters around. With digital need technology to send data to base. Also looking at different technology for readers.

Active readers are not known for reliability. Passive reader cards last for years but are more expensive. Need a range of 15m maximum. Cards are cheaper for passive reads (\$5 vs \$20 for active). Meetings with Tom at Scottsdale. Get RFID readers that suit their requirements. Competitors have one card. Readers can handle 200 simultaneous reads at 200km/hour.

Pat H. asked if this system is just for endurance riding. No, any endurance sport. This is for looking after safety not looking at absolute timing. Could potentially put in remote checkpoint with buttons and key pad. E.g. rider presses red button means "I need help".

Tony asked "What happened when things went offline?" Could have been operator problem. Could have been internet connection.

Trackers are \$200 each plus a subscription. Unlimited uploads for \$200. Trent: How does weather effect? Haven't had really heavy rain to test yet.

Parameters: has to be internet and mobile phone independent and work for 300 plus riders. Not been used on the mainland. AERA are backing trials but not in a financial way.

Radio club received \$1600 in fees for rides and have spent \$1400 of that. Asking for some funding from TEERA to continue working on this. Trent: What sort of money? Need Commitment from TEERA will support us and AERA come on line. TEERA are not paying

any labour. The club can't man every ride every fortnight. Southern Ride is problematic. Inviting Norm to attend the AGM and present a rough cost of funding and the return to the members. Put this on the AGM agenda.
Clubs usually pay 200-250 for 80km and \$700 for 100miler. Can use friends and relatives as volunteers on checkpoints. Need two people on check points. Could use one radio operator and one non-operator.

c) Agenda for AGM

Motion: That TEERA consider the introduction of half yearly membership for 2015. Mov Pam, sec Pat L.

Motion received from John Shoobridge

Discussion Item: On course tracking and communications.

Review of life membership. Call for three people to be on a subcommittee one of whom must be on 2015 SMC.

Biosecurity paperwork

Discussion of next quilty

Competitive finishes.

Request for loan from AERA. Short term loan to be repaid after TQ15.

Cost of Quilty and Quilty buckles.

- d)** 2015 Membership form. Samples looked at. Last page is a price list and can be torn off. AERA haven't committed to an insurer as yet. Decided to leave TEERA fees as for 2014.
- e)** Outgoing Alf, Robyn, Sonia, Pat H., Sheleah was a casual vacancy. Five nominations received. Letter of thanks to be sent to Alf.
- f)** AERA funds: AERA need a loan of \$50 000 to tide them over. Need to pay insurance bill at the beginning of 2015. Hopefully NSW will be able to cover this but TEERA may be asked to contribute. Kaye asked about Q'land helping. Trent indicated that they are not in a financial position to do so. Sonia and Tony both expressed the opinion that this should go to the members to vote on. Trent said that if it were needed before AGM then TEERA executive could make a decision. Kaye uncomfortable with this.
- g)** Kyle and Colleen Stewart have been accredited as head vets. Tom Morgan has also done the course but needs to wait two years to become fully accredited.
- h)** RSVP for dinner 2nd January. Flyer to go out
h) Need an estimate of Pam's hours.

9. Date of next meeting: 10th Jan, 2015.

10. Meeting closure: 10:00pm

TEERA Strategic Plan – 2014 – DRAFT VERSION 1 4.8.14

Goals/Objectives	Actions (Identify specific activities, projects, tasks etc to be undertake to reach each goal)	Identified Development Need (Identify and development required to achieve the goals and strategies to address)	Outcomes and Measures of Success (Identify outcomes to be achieved)
Increase participation and membership into Tasmanian Endurance	<p>Provide annual and half annual membership</p> <p>Continue to offer membership at a reduced rate for TPR's</p> <p>Consider pony club juniors as possible members</p> <p>Provide 5, 10 and 20km intro rides to continue to encourage new members</p>	<p>Amend membership form to allow half year option</p> <p>Create K-test event or "Endurance Ride" for pony club to help bring members into sport. Liaise with pony club members to talk about possibly opportunities.</p>	
Establish a Youth Development Plan	<p>Create Youth Development Plan defining the key purpose – to provide a structured pathway for Junior Development in Tasmanian Endurance. TEERA to provide opportunity for juniors to apply for assistance to compete in a National Junior event (where applicable).</p>	<p>Start with a list of all Juniors each year. Appoint person willing to help coordinate a 'squad' or team of interested juniors.</p> <p>Set clear goals for the future of Junior endurance.</p> <p>Provide opportunity for mentoring a rides (publish list of names and contacts of people willing to assist).</p> <p>Volunteer role of Juniors – to help at least at one ride throughout the year to be eligible for membership on squad.</p>	
Provide a variety of ride distances in all regions to accommodate needs of Tasmanian Endurance Riders	<p>SMC to help coordinate calendar in order to best meet the needs of TEERA members. Clubs willing to offer variety of rides and ride distances to be supported by SMC with dates/distances accommodated as far as practically possible.</p> <p>Continue to ensure short and longer distance rides are offered and clubs offering short rides for introductory members and</p> <p>160k/marathons/elevated rides to be encouraged where possible.</p>	<p>Fine tune and clearly advertise to clubs the process for Ride Calendar date application. System is currently unwieldy and confusing.</p>	
Establish a support network/resources for Newcomers into the sport	<p>Mentors – visible way of defining willing mentors. (Mentors to approach the SMC to be placed on a list). Define</p>	<p>SMC member to take on responsibility for coordinating and publishing list of volunteer mentors.</p>	

	<p>guidelines for establishing suitable mentors eg. No early warning/disciplinary action, regular completions etc.</p> <p>List of resources/articles to be provided as a reference for those new to endurance.</p>	<p>Decide which documentation we currently have which would be most useful to newcomers. Finalise and professional print so information can be posted with rulebook.</p>	
<p>Provide one information session each year for all members (lessons, come and try day, seminars etc).</p> <p>Support helpers and officials in their capacity as volunteers.</p>	<p>Held either North or South</p> <p>Keep central registry of Volunteers. Reward the top 5 volunteers at the Annual dinner with a prize?</p> <p>Support Clubs with Clear Communication</p> <p>Ensure Chief Stewards, Vets and TPRS are fully informed.</p> <p>Low number of vets – what can we do to help interest more vets?</p>	<p>Assign person to keep registry of Volunteers (collate Volunteer sign on from each ride should be sufficient). Post and email rule changes and TEERA requirements to clubs in a timely manner.</p>	